



## BUCKLAND HALL

### HIRE POLICY & AGREEMENT – ALCOHOL TERMS & CONDITIONS

|                               |                       |                       |    |
|-------------------------------|-----------------------|-----------------------|----|
| <b>The Hirer (Full Name):</b> |                       | <b>Hireage Date</b>   |    |
| <b>Email:</b>                 |                       | <b>Phone:</b>         |    |
| <b>Address:</b>               |                       |                       |    |
| <b>Event Description:</b>     |                       | <b>Max No Guests:</b> |    |
| <b>Start Time:</b>            |                       | <b>Finish Time:</b>   |    |
| <b>Security Required:</b>     | YES/NO                |                       |    |
|                               | <b>Security Cost:</b> |                       | \$ |

1. The Hirer agrees that they will independently check current guidelines and information about liquor licensing using the Auckland Council website: [aucklandcouncil.govt.nz](http://aucklandcouncil.govt.nz). The hirer will comply with all alcohol requirements, restrictions, or guidelines as per the Auckland Council website.
2. The Hirer agrees to comply with the below host responsibilities:
  - a. The Hirer will manage the conduct of the consumption of alcohol at all times.
  - b. The hirer shall have available for consumption on the premises, at all times when alcohol is being consumed:
    - i. a constant supply of drinking water freely available
    - ii. a reasonable range of non-alcoholic refreshments and low alcoholic beverages
    - iii. food appropriate to the occasion
  - c. The hirer will ensure that alternative forms of transport will be available for guests unable to drive
  - d. The hirer must ensure that minors (ie under the age of 18 years) do not consume alcohol
  - e. The Hirer must identify at least one responsible adult for every 50 attendees.
  - f. The Hirer must supply Buckland Hall with a copy of photo ID for themselves and for each responsible adult (passport or NZ driving license)
  - g. The Hirer will ensure that no alcohol is taken outside of the venue.
  - h. The Hirer agrees that in addition to the normal cleaning required, they will ensure that any damage or mess which results from the consumption of alcohol will be their responsibility to repair/clean before the end of the hire period.
  - i. The Hirer understands and agrees to the engagement of whatever appropriate security presence as required by Buckland Hall. The Hirer understands that the cost of the security will be part of the hireage charge.

### AGREEMENT TO: BUCKLAND HALL HIRE POLICY & AGREEMENT – ALCOHOL TERMS & CONDITIONS

*Please print clearly details as per Notes 2e & 2f of the agreement:*

| Full Name | Physical Address | Phone Number | Driver's Licence No: |
|-----------|------------------|--------------|----------------------|
|           |                  |              |                      |
|           |                  |              |                      |
|           |                  |              |                      |

Signed – Hirer

/ /  
Date